Appendix D – Documentation of Planning Process

The planning process for the Hazard Mitigation Plan was documented in accordance with Federal Emergency Management Association requirements. Documentation relative to the Advisory Committee and Public Meeting #1 is included in this Appendix.

ADVISORY COMMITTEE

Advisory Committee Documentation includes meeting agendas from all meetings held during the update process as well as the introductory slide presentation that was used to bring all Advisory Committee members up to date concerning the Plan Update process.





CATH CAROLIE

Hazard Mitigation Plan Update
Advisory Committee

950 Steeple Square Court Knightdale, NC 27545 (v) 919.217.2243 (f) 919.217.2249

www.ci.knightdale.nc.us

AGENDA

Hazard Mitigation Plan Update Advisory Committee

Knightdale Public Safety Building Training Room 967 Steeple Square Court Knightdale, NC 27545

Meeting # 2 - Friday September 5, 2008 9:00 A.M.

- I. Call to Order
- II. Review of Minutes from August Meeting
- III. Mitigation Strategies and Policies Update
 - a. Report on Existing Strategies
 - b. Update Mitigation Action Goals/Objectives
- IV. Planning Process
 - a. Identify Hazards Scoring of Hazards
 - b. Assess Vulnerability
 - c. Assess Capability
- V. Adjournment



950 Steeple Square Court Knightdale, NC 27545 (v) 919.217.2243 (f) 919.217.2249



AGENDA

Hazard Mitigation Plan Update Advisory Committee

Knightdale Town Hall Council Chambers 950 Steeple Square Court Knightdale, NC 27545

Meeting #3 – Tuesday, November 25, 2008 9:00 A.M.

- I. Call to Order
- II. **Review of Minutes from September Meeting**
- III. Mitigation Strategies and Policies Update
 - Specific Assignment Hand Out to Update Mitigation Action Goals/Objectives Table
- IV. Adjournment



Town of Knightdale Hazard Mitigation Plan Update

Advisory Committee
August 8, 2008

Town of Knightdale Planning Department



What is Hazard Mitigation

- Mitigation is defined as "sustained action taken to reduce or eliminate long-term risk to people and their property from hazards and their effects."
- Mitigation Planning is a collaborative process whereby hazards affecting the community are identified, vulnerability to hazards assessed, and consensus reached on how to minimize or eliminate the effects of these hazards.
- "To be proactive instead of reactive."

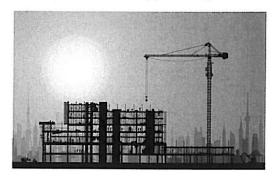






Purpose of Hazard Mitigation Plan Update

 The plan must be updated to reflect changes in development, progress in local mitigation efforts, and changes in priorities.



Town of Knightdale Planning Department



Purpose of Hazard Mitigation Plan Update

- MONEY!!!!
 - The Town must have an updated Hazard Mitigation Plan in order to be eligible to receive State and Federal assistance funding for Hazard Mitigation Planning and Disaster Assistance.







Purpose of Hazard Mitigation Plan Update

 A plan update is NOT an addendum to the existing plan. It stands on its own as a complete and current plan.







Plan Update Timeline

- Local Mitigation Plans must be updated and resubmitted to FEMA for approval every five years in order to continue eligibility for FEMA hazard mitigation assistance programs.
 - NCEM proposes a 14 month update timeline.
 - The Town of Knightdale Plan must be approved by FEMA and adopted by the Town by August 26, 2009.







Plan Update Timeline

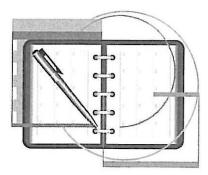
Step	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.
Planning Process	0	0	0	0	0	0	Х		
Risk Assess.	0	0	0	Х					
Identify Hazards	0	0	X						
Assess Vulnerability	0	0	0	Х					
Mitigation Strategy			0	OV	0	Х		-10	
Plan Maintenance			0	0	Х				
Submission to NCEM							х		



Town of Knightdale Planning Department

Meeting Schedule

- First Friday of each Month?
 - What works for the most people?









Planning Process Overview

- Hazard Identification and Assessment Page A1.
 - Please review the rank of hazards in accordance with methodology provided on pages A1-A4.
 - If you feel that a particular hazard warrants a higher ranking, please note and bring it to the September meeting. (Think Drought)
 - The Planning Staff will update the Hazard Damage Data sections of each hazard.





Planning Process Overview

- Vulnerability Assessment Page B1.
 - CORPUD Please provide a brief overview of the Knightdale System (Page B-4) and update of critical infrastructure (B-6)
 - Knightdale Public Safety update of emergency vehicle quantities and replacement costs (B-7)
 - The Planning Staff will update all maps and demographic data.
 - Can CORPUD provide shapefiles of water/sewer infrastructure in Knightdale?





Planning Process Overview

- Community Capability Assessment Page C1
 - Please review this section and provide updates where applicable for the September meeting.

Town of Knightdale Planning Department



Planning Process Overview

- · Subsequent Steps:
 - Advisory Committee will review the Values and Goals in the initial plan and update accordingly (September)
 - Public Meeting (November)
 - Update Mitigation Strategies based upon revised goals and assign duties for implementation/monitoring (November/December).
 - Town Council Presentation (December/January).







Mitigation Strategies and Policies Update

- The updated plan must demonstrate that progress has been made to implement the Mitigation Action Strategies stated in the initial plan during the past five years. (Pages III-2 through III-6)
- Assign actions and report back at September meeting.

Town of Knightdale Planning Department



Annual Meetings

- After the update process, the Advisory
 Committee shall meet on an annual basis
 to review the plan and evaluate the
 effectiveness of the mitigation actions and
 note when certain actions have been
 completed.
 - The meeting dates should coincide with the date of plan adoption.





Adjournment

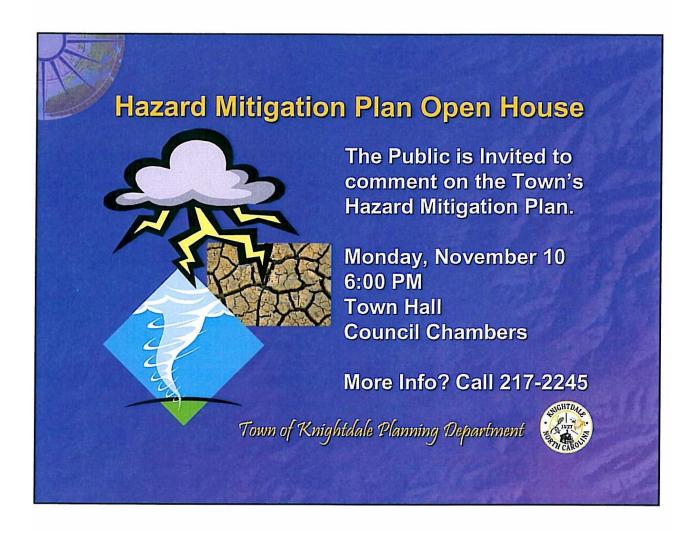
 Thank you for your participation and effort in the update process!





PUBLIC MEETING #1

In order to solicit public comment, a public meeting was held at Knightdale's Town Hall on November 10, 2008. The purpose of this meeting was to explain the Hazard Mitigation Plan Update process and to ask the public to assist us in the reassessment of Knightdale's vulnerability to the various natural hazards. Documentation relative to this meeting includes advertisements from the local public television statement, the local newspaper and the Town's electronic newsletter, as well as a copy of the meeting presentation, sign-in sheet and hazard ranking worksheets that each participant was asked to fill out.





AFFIDAVIT OF PUBLICATION

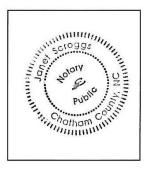
NORTH CAROLINA. Wake County. Ss.

The Town of Knightdale's Hazard Mitigation Plan Advisory Committee will be conducting a public meeting regarding the update of its Hazard Mitigation Plan on November 10, 2008 at 6:00 p.m. in the Knightdale Coup. Coup. Town Holl, 950 Steeple Square Court. This meeting is provided to inform the public about the different natural and manmade hazards that threaten the Town, the policies and capability the Town currently utilizes to prepare for rithese hazards, and to discuss how the Town can become better prepared for future hazard events. Public input on the planning process is encouraged and appreciated.

Before the undersigned, a Notary Public of Chatham County North Carolina, duly commissioned and authorized to administer oaths, affirmations, etc., personally appeared Deborah McCullers, who, being duly sworn or affirmed, according to law, doth depose and say that she is Billing Manager-Legal Advertising of Eastern Wake News corporation organized and doing business under the Laws of the State of North Carolina, and publishing a newspaper known as Eastern Wake News , in the City of Zebulon Wake County and State aforesaid, the said newspaper in which such notice, paper, document, or legal advertisement was published was, at the time of each and every such publication, a newspaper meeting all of the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina and was a qualified newspaper within the meaning of Section 1-597 of the General Statutes of North Carolina, and that as such she makes this affidavit; that she is familiar with the books, files and business of said corporation and by reference to the files of said publication the attached advertisement for TOWN OF KNIGHTDALE inserted in the aforesaid newspaper on dates as follows: 11/05/08

Account Number: 21722430

The above is correctly copied from the books and files of the aforesaid Corporation and publication.



Deborah McCullers, Billing Manager-Legal Advertising Wake County, North Carolina

Weberch MC Culler

Sworn or affirmed to, and subscribed before me, this 07 day of NOVEMBER, 2008 AD, by Deborah McCullers.

In Testimony Whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Janet Sproggs, Notary Public

My commission expires 14th of March 2009



From: Seth Lawless Sent: Fri 11/7/2008 8:47 AM

To: Cc:

Subject: eViews Weekly Update

All Town Employees



» Home

- » Mayor & Council
- » Administration
- » Finance
- » Parks & Recreation
- » Planning
- » Public Safety
- » Public Works
- » News
- » Links of Interest
- » Area Organizations
- » Employment
- » Photographs
- » Town Directory

eViews Weekly Update The Town of Knightdale's Electronic Newsletter

Friday - November 7th, 2008

Town Hall News

NEW The next Town Council meeting is Wednesday, November 18th at 7 pm. At the November 3rd meeting,

Presented the Employee of the Quarter Award to Town Clerk and Human Resources Director Suzanne Yeatts,

Announced that the Christmas Parade will be held on Saturday, December 6th,

Conducted a public hearing on proposed changes to the Unified Development Ordinance that regulate Commercial Indoor Storage in the Rural Residential (RR1) District,

Approved expansion of the extra territorial jurisdiction to approximately 4400 acres previously under Wake County land use regulations,

Received a report on the progress of the wastewater collection system being constructed on Poole Rd.,

Join the Eastern Wake Crimestoppers, or keep this number handy to report a crime or suspicious activity. 366-CRIME. Cash rewards paid and callers remain anonymous.

Planning:

NEW on Saturday, October 4th, the Town Code Enforcement Officer conducted a sweep of illegal signs. The Town will continue to ask for voluntary compliance to the sign regulations that keep Knightdale looking good fo residents and visitors alike; however, occasional enforcement sweeps like the one on the 4th may continue if signs are placed in rights-of way.

NEW The Town of Knightdale's Hazard Mitigation Plan Advisory Committee will be conducting a public meeting regarding the update of its Hazard Mitigation Plan on November 10, 2008 at 6:00 p.m. in the Knightdal Council Chambers at Town Hall, 950 Steeple Square Court. This meeting is provided to inform the public about the different natural and manmade hazards that threaten the Town, the policies and capability the Town currently utilizes to prepare for these hazards, and to discuss how the Town can become better prepared for future hazard events. Public input on the planning process is encouraged and appreciated.

NEW The Planning and Engineering subcommittee will meet at 6:00 p.m. on November 10, 2008 in the Knightda Town Hall Conference Room.



November 10, 2008 Hazard Mitigation Plan Update Public Meeting Sign In Sheet

Name	Company	Phone	Email
Mark Swan	DHH5	217-5855	DANK Swinemsn.com
Sharon McCon	TOK	217.22(1)	TOWN
Stephen Morgan	Self	266-0805	SMOTAGINENCOUT. GOV
CLANENCE DAVIS JA.	SELF	266-2423	allicant
RICHY NARROW	Kil	783 9241	rnarran ekchicom
			-



Town of Knightdale Hazard Mitigation Plan Update

Public Open House November 10, 2008

Town of Knightdale Planning Department



What is Hazard Mitigation?

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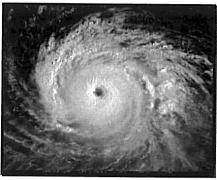






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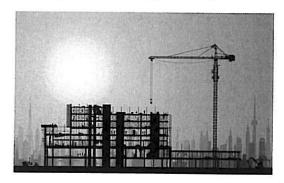






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Town of Knightdale Planning Department



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Purpose of Hazard Mitigation Plan Update

 A plan update is NOT an addendum to the existing plan. It stands on its own as a complete and current plan.



Town of Knightdale Planning Department



Why a Plan? North **Billion Dollar Climate** NUMBER OF EVENTS and Weather Disasters Carolina 1980 - 2004 has more 4-6 **Billion** 7-9 Dollar 10 - 12 Climate and 13 - 15 Weather 16 - 20 **Disasters** 21 - 25 than any other state in the nation. DAA'S NATIONAL CLIMATIC DATA CENTER SHEVILLE, NORTH CAROLINA Town of Knightdale Planning Department



Why a Plan?



Otherwise, local funds must cover all costs.

To qualify for state and federal assistance.







Plan Update Timeline

 Local Mitigation Plans must be updated and resubmitted to FEMA for approval every five years in order to continue eligibility for FEMA hazard mitigation assistance programs.







Plan Update Timeline

The Town of Knightdale Plan must be approved by FEMA and adopted by the Town by August 26, 2009.





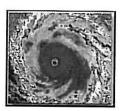


Hazards Identified by the Town in 2004

- Flooding
- Hurricanes
- Tornadoes
- Severe Thunderstorms
- · Winter Storms / Freezes

Advisory Committee Suggests We Need to Add:

· Drought / Heat Wave









Low-Priority Hazards for Knightdale in 2004

- Dam / Levee Failure
- Earthquakes
- Landslides
- Nor'easters
- Riverine / Coastal Erosion
- Tsunamis
- Volcanoes
- Wildfires





Town of Knightdale Planning Department

Do you Agree?

Please take a moment to fill out the short survey (Assessment Sheet) and give us your impressions of how hazards should be ranked for Knightdale.

If you have questions, please ask a staff member.





Thanks for Your Time

This slide show will repeat momentarily.









HAZARD ASSESSMENT SHEET

Hazard	Frequency (Enter HL, L, P or U)	Magnitude (Enter MI, MO or SV)	Area of Impact (Enter CT, CR, L or N)	Staff Use
Dam/ Levee Failure	U	MI	N	Very Low
Drought / Heat Wave	L	SV	L	Moderate
Earthquakes	P	mı	7	Low
Flooding	P	mı	2	Low
Hurricanes / Coastal Storms	HL	SV	CR	High
Landslides	U	m l	N	Very Low
Nor'easters	L	1771	1	Moderate
Riverine / Coastal Erosion	U	ml	N	Very Low
Tornadoes / Severe Thunderstorms	HL	MO	CR	High
Tsunamis	U	ml	N	Very Low
Volcanoes	U	MI	N	Very Low
Wildfires	P	im 1		Low
Winter Storms/ Freezes	L	MD	L	Moderate

Frequency Measures:

HL = Highly Likely (Near 100% Probability in the next year)

L = Likely (At least one chance in the next 10 years)

P = Possible (At least one chance in the next 100 years)

U = Unlikely (Not likely at all in the next 100 years)

Magnitude Measures:

MI = Mild (Affects less than 10% of the area of the Town)

MO = Moderate (Affects 10-40% of the area of the Town)

SV = Severe (Affects more than 40% of the area of the Town)

Impact Measures:

CT = Catastrophic (Deaths, > 50% of properties severely damaged) (Critical Facilities inoperable for up to a month)

CR = Critical (Severe Injuries, > 25% of properties severely damaged) (Critical Facilities inoperable for up to 2 weeks)

L = Limited (Few Injuries, > 10% of properties severely damaged)

(Critical Facilities inoperable for up to a week)



HAZARD ASSESSMENT SHEET

Hazard	Frequency (Enter HL, L, P or U)	Magnitude (Enter MI, MO or SV)	Area of Impact (Enter CT, CR, L or N)	Staff Use
Dam/ Levee Failure		W	CT	Low
Drought / Heat Wave	P	MO	CR	Moderate
Earthquakes	U	W	CR	Low
Flooding	ρ	MO	CR	Moderate
Hurricanes / Coastal Storms	L	5V	CR	High
Landslides	U	M	CR	Low
Nor'easters	U	M	CT	Low
Riverine / Coastal Erosion	ρ	mo	L	Low
Tornadoes / Severe Thunderstorms	L	SV	CR	High
Tsunamis	U	M	CT	Low
Volcanoes	U	W	CT	Low
Wildfires	u	M	CR	Low
Winter Storms/ Freezes	L	5V	L	Moderate

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Dam/ Levee Failure	P	MI	L	Low
Drought / Heat Wave	L	WO	L	Moderate
Earthquakes	P	Mi	<u>L</u>	Low
Flooding	L	M	L	Moderate
Hurricanes / Coastal Storms	L	51	L	Moderate
Landslides	U	mı	L	Very Low
Nor'easters	HL	SV	N	Moderato
Riverine / Coastal Erosion	HL	M I	L	High
Tornadoes / Severe Thunderstorms	HL	Мі	CR	High
Tsunamis	U	MI	N	Very Low
Volcanoes	U	MI	N	Very Low
Wildfires	P	MI	L	Low
Winter Storms/ Freezes	L	MI	N	Low

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Dam/ Levee Failure	P	MI	N	Low
Drought / Heat Wave	HL	MI	N	Moderate
Earthquakes	P	MI	N	Low
Flooding	L	MO	L	Moderate
Hurricanes / Coastal Storms	△ P	MO	\mathcal{N}	Low
Landslides	V	MI	\mathcal{N}	Very Low
Nor'easters	M P	M0	//	Low
Riverine / Coastal Erosion	V	MI	N	Very Low
Tornadoes / Severe Thunderstorms	HL	MO.	L	High
Tsunamis	U	806 MI	\mathcal{N}	Very Low
Volcanoes	U	MI MI	\mathcal{N}	Very Low
Wildfires	△ L	MO	L	Moderate
Winter Storms/ Freezes	L	5 V	Ŀ	Moderate

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Dam/ Levee Failure	u	MI	4	Very Low
Drought / Heat Wave	HL	5 V	L	High
Earthquakes	\mathcal{P}	mo	L	Low
Flooding	P	MI	L	Low
Hurricanes / Coastal Storms	L	5 V	CR	High
Landslides	и	MI	N	Very Low
Nor'easters	ü	MI	N	Very Low
Riverine / Coastal Erosion	и	MI	N	Very Low
Tornadoes / Severe Thunderstorms	#L	SV	CT	Very High
Tsunamis	u	MI	N	Very Low
Volcanoes	L	MI	N	Very Low
Wildfires	P	MI	l-	Low
Winter Storms/ Freezes	L	Mo	F	Moderate

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(Critical Facilities inoperable for up to a week)



PLANNING DEPT.

Composite Community Rank

HAZARD ASSESSMENT SHEET

Hazard	Frequency (Enter HL, L, P or U)	Magnitude (Enter MI, MO or SV)	Area of Impact (Enter CT, CR, L or N)	Staff Use	
Dam/ Levee Failure				100	
Drought / Heat Wave				Low Moderate	*
Earthquakes				Low	
Flooding				Moderate	*
Hurricanes / Coastal Storms				High	*
Landslides				Very Low	
Nor'easters					
-Riverine / Coastal -Erosion				10W -	
Tornadoes / Severe Thunderstorms				High	*
<u>-Tsunamis</u>				Very Low	
Volcanoes				Very Low	-
Wildfires				Low	
Winter Storms/ Freezes				Moderate	*

Frec	Menc	VMA	asures	•

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* Moderate +

addressed

Dlan

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L = Limited (Few Injuries, > 10% of properties severely damaged)

(Critical Facilities inoperable for up to a week) N = Negligible (Minor Injuries, <10% of properties severely damaged)

(Critical Facilities inoperable for less than 24 hours)

